



## February 2021 Vermont Municipal Calendar

DATE	DESCRIPTION	CITATION
<b>As soon as early voter absentee ballots are available</b>	(As soon as early voter absentee ballots are available) In towns using Australian ballot, the town clerk must give each pair of justices of the peace one part of the list of ill or physically disabled applicants to be visited, together with early or absentee voter ballots and envelopes for each.	17:2538(b), (c)
<b>MON, FEB 1</b>	(Not less than 30 days before town meeting) Town clerk must submit a list of polling places (location, physical address, and time it will be open) used in the election to the secretary of state.	17:2502(c)(1); 2103(13)
<b>MON, FEB 1</b>	Deadline for tax collector to turn over monies collected and settle account with town treasurer.	24:1532
<b>MON, FEB 1</b>	Last day for listers to file corrected grand list for preceding year in order to render it valid.	32:4112
<b>FRI, FEB 5</b>	(25 days before town meeting) Last day for auditors to meet to examine and adjust town finances. Town officers must settle accounts with auditors by this date to be eligible for re-election.	24:992, 1681
<b>WED, FEB 10</b>	Last day for any municipality that has enacted special weight limits other than state legal limits for highways and bridges to file copy of the limitations with the Department of Motor Vehicles.	23:1400b(a)
<b>WED, FEB 10</b>	Last day for the legislative body to file with the town clerk an annual statement of description and measurement of all class 1, 2, 3, and 4 town highways and trails then in existence, including special designations.	19:305(b)
<b>WED, FEB 10</b>	(Not later than 20 days before election in towns using Australian ballot) Under direction of the town clerk, ballots must be prepared.	17:2681a(a)
<b>WED, FEB 10</b>	(As soon as early voter absentee ballots are available and not later than this date in towns using Australian ballot) Last day the town clerk must give each pair of justices of the peace one part of the list of ill or physically disabled applicants to be visited, together with early or absentee voter ballots and envelopes for each.	17:2538(b), (c); 2681a(a)
<b>WED, FEB 10-SAT, FEB 19</b>	(At least 10 days before informational hearing) Legislative body must post warning for public informational hearing on any public question or budget to be voted by Australian ballot at town meeting.	17:2680(g)

DATE	DESCRIPTION	CITATION
MON, FEB 15	Presidents' Day	1:371(a)
SAT, FEB 20- MON, MAR 1	(Within 10 days preceding town meeting) Legislative body must hold a public informational hearing on any public question or budget to be voted by Australian ballot at town meeting.	17:2680(g)
SAT, FEB 20	(At least 10 days before town meeting) Town meeting warning must be published in annual town (auditors') report by this date (unless town has voted to provide notice of the report's availability) to avoid publishing warning in newspaper.☐	17:2641(b); 24:1682
SAT, FEB 20	(At least 10 days before town meeting) Annual town (auditors') report, or the findings of the public accountant employed in accordance with 17:2651b, must be distributed.	24:1682
SAT, FEB 20	(Not later than 10 days prior to the election) Last day for town clerk to post sample ballots for municipal election in at least two public places within the town and in or near the clerk's office.	17:2522(a)
SAT, FEB 20	(At least 10 days before the election) Vote tabulators must be tested using official ballots that are clearly marked "test ballots." The test is open to the public.	17:2493(b)
WED, FEB 24	(At least 5 days before the day preceding the election) If the board of civil authority voted to do so, last day to publish notice of early deposit of voter absentee ballots in towns using vote tabulators in a newspaper of general circulation in the town and on the town's website, if regularly updated.	17:2546a(b)
THU, FEB 25	(5 days before town meeting) Town treasurer must settle accounts with auditors.	24:1578
THU, FEB 25	(At least 5 days before election) Last day for town clerk to forward to the board of civil authority a list of voters added to the checklist.	17:2144b(d)
THU, FEB 25	(At least 5 days before town meeting) Warning must be published in a newspaper of general circulation in the municipality if the warning has not been distributed in the annual town (auditors') report or otherwise.	17:2641(b)
SAT, FEB 27	(Not later than 3 days before election) Board of civil authority – or, upon request of the board, the town clerk – must designate pairs of justices of the peace, ensuring political balance in each pair, to deliver absentee ballots to ill or physically disabled voters.	17:2538(a)(2)

DATE	DESCRIPTION	CITATION
SAT, FEB 27- MON, MAR 1	(On any of the 3 days immediately preceding the first Tuesday in March) Towns that have voted to do so may start town meeting and transact non-ballot-related business.	17:2640(b)

**Notes**

A town may vote to start its annual meeting on any of the three days immediately preceding the first Tuesday in March. 17:2640(b). In such an instance, all relevant dates should be changed to correspond with the day on which the municipality holds its town meeting. Voter petition deadlines and town meeting warning deadlines may be earlier if the town has a floor meeting in the three days preceding the first Tuesday in March and has Australian ballot voting.

\* Property Tax Assessments:

Where the COVID-19-related extension is eligible to apply to a deadline, please see PVR’s website for more information. If you take advantage of the extension, be sure all of your subsequent timelines fall within the statutory deadlines required. The length of time between each will be as required by statute but will roll from the date the abstract grand list is lodged.

ELECTIONS:

For other dates related to elections (e.g. campaign finance or candidate filings), please see the Secretary of State’s Elections Division Calendar <https://sos.vermont.gov/elections-calendar/>.